

Borough Council Meeting Minutes

September 14th, 2026

Municipal Building Council Chambers

The Council meeting opened at 4:30 PM with Borough Council President Matt Moore presiding. The Pledge of Allegiance was recited by all present. Prayer was recited by Lisa Knudson.

ROLL CALL

Matt Moore, Scott Gutshall, Lisa Knudson, Larry “Heavy” Searer and Jacob “Jake” Flood were present. Bob Barlett and Jim Steele were absent. Police Chief Dave Clemens, and Mayor Deb Bargo were also absent.

AMENDMENTS TO THE COUNCIL AGENDA

None

PUBLIC COMMENT

None

CONSENT AGENDA

The following are routine, procedural, and informational non-controversial items and do not appear to require discussion or explanation prior to the Council’s action. These items will be acted upon by one motion unless any member of Council desires to move an item to the Regular Agenda for further discussion.

- a. Approval of Council Meeting Minutes: August 10, 2026
- b. Approval of Schedule of Bill’s: including EADS Billing
- c. Review of approved Finance Committee minutes
- d. Law and Ordinance- no meeting

On a motion made by Larry “Heavy” Searer and seconded by Lisa Knudson, Council unanimously voted to approve Consent Agenda items a, b, c, and d.

REPORTS

A. Fire Chief Report

In Fire Chief Bob Douglas absence, Matt Moore said there was no Fire Chief report to give since there was no major incidents since the last report.

B. FAME EMS Chief Report

Mike Coldren was not present. No report given.

C. Mayors Report

Mayor Deb Bargo discussed the fall PSAB conference in Erie, she invited any interested Council people to attend. She also mentioned the tribute that happened on September 9th to honor the years of dedication Bob Barlett has had to this community and thanked Mission BBQ for their donation of the meal in his honor and thanked those who were able to attend, she also briefly discussed his health and that he is hopeful to come home soon. She discussed the upcoming Red White and Goose parade, she stated that it will be on September 29th weather permitting and begin at 6:30 along the usual parade route.

D. Police Chief Report

Police Chief Dave Clemens states there were 387 calls of service for August. 29 traffic, 29 non-traffic, 16 crashes and 4 DUI arrests. He then turned it over to Sgt. Matt Lynch to discuss parking enforcement. Sgt. Lynch stated that they encourage the public to contact dispatch with complaints about vehicles so that it creates a record of the complaint. He stated that unfortunately many times they are out on other calls and when the officers do respond the vehicles are no longer there, but at least this way they do have record of the call. He stated that with abandoned vehicles there is a process they have to follow and once they get them towed they are often times brought back to the area or they find them abandoned on another street. The officers have been issuing citations for vehicles parked in alleys and for vehicles parked the wrong way on streets, if a vehicle is parked and blocking a driveway they do not need to issue a citation they can have it towed immediately. He also went into detail about the traffic enforcement around the school and said that it will continue again this year now that school is back in session and the SRO is back from medical leave.

E. Borough Solicitor

None

F. Treasurer Report

Jim Fosselman reviewed accounts and balances as well as delinquencies.

G. Borough Manager Report

Borough Manager Julie Brooks showed photos of digester #2 at the WWTP. She stated that the contract for the cleaning ends this week and the contractor needs more time to complete the work. There is approximately 15 feet of sludge left in the tank that still needs to be removed to be able to see all the pipes to access if any repairs are necessary. She also stated that they are still working on the consent order and a meeting is scheduled with DEP for September 22nd. She stated that work is continuing at the police building, working on EDU billing, Storm inlet repairs are being made and codes has begun to utilize the new ticketing ordinance.

COMMUNICATIONS

Borough Manager Julie Brooks said a letter was received about excessive vehicle and motorcycle noise. Police Chief Dave Clemens said he had already addressed the concerns from the letter and the resident seemed satisfied with the explanation.

NEW BUSINESS

- a. Set date and time for Borough Tick or Treat night Thursday October 29th 6-8 pm.
- b. Discuss date and time of Halloween Parade.

After some discussion it was decided both a. and b. would be tabled to be discussed at the October meeting once more information can be gathered.

- c. Downtown Lewistown Incorporated annual pledge request \$5000.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve the annual pledge of \$5000 to Downtown Lewistown Incorporated.

- d. Ratify resolution for grant for Rec Park improvements.

On a motion made by Scott Gutshall and seconded by Jake Flood, Council unanimously voted to approve of ratifying the resolution for the grant for improvements to Rec Park.

- e. Approve of agility agreement resolution and agreement with the PA Department of Transportation.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve of agility agreement resolution and agreement with the PA Department of Transportation.

- f. Review of any applications for new Rec Board members- 2 openings. Borough Manager Julie Brooks stated that we have not received any applications.

- g. Request to waive fee for Eastern Star rental of community center.

On a motion made by Larry “Heavy” Searer and seconded by Lisa Knudson, Council by roll call voted to approve the request to waive the fee for Eastern Star’s rental of the community center.

ROLL CALL

Lisa Knudson	Yea
Jacob Flood	Yea
Heavy Searer	Yea
Scott Gutshall	Yea
Matt Moore	Yea

- h. Request to waive fee for Sacred Heart’s Trunk or Treat Event.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve the request to waive fee for Sacred Heart’s Trunk or Treat Event.

- i. Review event request from City Hook and Ladder for Veteran's Day Parade 8am-12pm Saturday November 14th, 2026.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve the request from City Hook and Ladder for a Veteran's Day Parade on Saturday November 14th, 2026, from 8am – 12 pm. Matt Moore abstained from the vote.

OLD BUSINESS

- a. Review of tabled request to council to allow the use of 3rd St firehouse for set building for the High School Drama Club parents group.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to bring back to the table for discussion the request to allow the use of the 3rd St firehouse for set building for the High School Drama Club parents group.

Matt stated that insurance has been obtained for the use of the building.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve the request to allow the use of the 3rd St firehouse for set building for the High School Drama Club parents group.

PUBLIC COMMENT (Non-Agenda Items)

None.

EXECUTIVE SESSION

Council went into executive session at 5:13 PM to discuss personnel, building security and public safety.

Council came out of executive session at 7:05 PM.

ADDITIONS TO THE COUNCIL AGENDA

Matt stated that they discussed building security but did not need a motion to move forward with that.

Borough Manager Julie Brooks made an announcement that she was resigning from her position as borough manager effective September 15th, 2026.

On a motion made by Larry “Heavy” Searer and seconded by Jacob “Jake” Flood, Council by roll call vote approved the resignation of Borough Manager Julie Brooks effective September 15th, 2026.

ROLL CALL

Lisa Knudson	Yea
Jacob Flood	Yea
Heavy Searer	Yea
Scott Gutshall	Yea
Matt Moore	Yea

On a motion made by Larry “Heavy” Searer and seconded by Lisa Knudson, Council by unanimous vote adjourned the meeting.

Meeting was adjourned by Matt Moore at 7:07 PM.

(Vice) President, Lewistown Borough Council

(Seal)

ATTEST: _____

(Asst.) Borough Secretary